

Staff Matters

a newsletter for employees from Human Resources

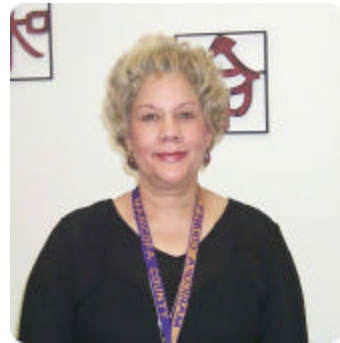
From the HR Director

Human Resources is proud to announce we have devised a shorter and more user friendly Performance Evaluation Form (PEF). The language used in the form is simple to understand and easy to use. The form is two pages in length with a third page reserved for employee and supervisory comments. There is also space for supervisors/managers to include specific goals for the employee to be evaluated on. The form highlights different areas for supervisory and non-supervisory staff, with different weights depending upon the employee's position status of non-supervisory, professional, or supervisory. We have received positive feedback from the departments in Community Services.

Complimenting the PEF is the Performance Management Plan (PMP). The PMP will allow supervisors, managers, and employees to determine staff development needs, tailor training programs and make decisions on the need for tuition assistance so that employees may achieve their professional career goals.

The PMP will clearly show to the employee the goals and expectations the supervisor or manager expects them to meet over the course of a year and how these goals and objectives will be measured. It has a cover sheet and two pages for supervisors to use in determining goals and objectives and training needs to employees. It is simple to use and user friendly. We will make this form available on the EBC along with the PEF in a few short weeks.

Both of these forms have been approved by all of the Chiefs, Deputy County Administrator and our County Administrator. We think you will find both processes a pleasant departure from the past. We look forward to your feedback on the use of the forms and will take it into consideration for next year's revision and refinement.



Gwynn Simpson
HR Director

New Employee Discounts!

These discounts are now available to County employees! Check them out at http://ebc.maricopa.gov/hr/employee_rewards/esma/.



Alamo Car Rentals, up to 15% off.



National Park offers.



Freestyle MX Motocross at America West Arena. *Free pit pass.*



Hotel discounts.

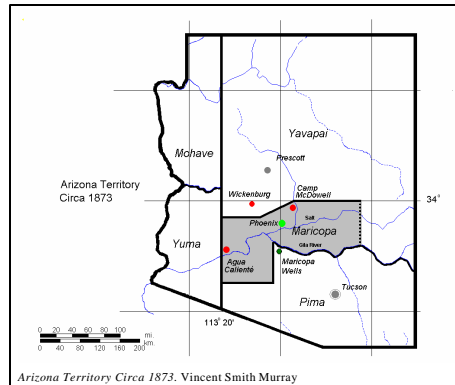
The History of Maricopa County

Vince Murray, Maricopa County's "Unofficial" Historian

Shortly after it was created, it was quite obvious that Maricopa County has serious boundary issues. Though its southern border along the Gila River and its western border with Yuma County were relatively accurate, the northern line was ambiguous and the eastern boundary was thoroughly wrong. Territorial Councilman King S. Woolsey brought up the issue at the Seventh Territorial Legislative Assembly, in 1873, hoping for a resolution. But Woolsey wasn't alone in the legislature wanting to change the physical shape of Maricopa County.

Representative F. M. Larkin of Pima County presented a petition to the Assembly from citizens in Florence wanting to be annexed to Maricopa County. Levi Ruggles of Florence also presented a petition from citizens in the same area for the creation of a new county that would include portions of Maricopa and

Pima counties on both sides of the Gila River. Both of these petitions had the common goal of removing the Gila River settlements from Pima County and consequently led to the



introduction of "Act to Create the County of Pinal." This bill failed and the creation of Pinal County would have to wait until another session.

Woolsey, of Agua Caliente and representing both Yavapai and Maricopa counties in the Territorial Council, presented a petition from

Wickenburg citizens which led to the introduction of an act to "more strictly define the northern and eastern boundaries of Maricopa County". Woolsey's bill would also annex Wickenburg. This bill was also defeated as was a similar bill introduced by town namesake Henry Wickenburg. However, cartographical modifications were inevitable and there was one bill that made it through successfully. Council Bill No. 45, an "Act to extend the Southern Boundary of Maricopa County," and perhaps based entirely on speculation of the area's agricultural potential, increased the size of the county significantly, adding almost 3,000 square miles to its geography. The southern border now extended miles into the Sonoran Desert, south of the Gila River. However, the ill-defined northern and eastern borders remained and would need to be dealt with.

To be continued.....

Adult men and women in a poll conducted by Family Circle magazine said:
81% money is power
76% money is freedom
76% money can't buy happiness

Eliminating Odors

Need to eliminate odors around the house? Try these:

- ◆ Do away with smells in old trunks and drawers with a slice of white bread placed in a bowl, covered with white vinegar. Close the trunk or drawer for 24 hours and when you remove the bread and vinegar, presto - the odors are gone.
- ◆ Fresh, dry coffee grounds will remove smells from refrigerators.
- ◆ A pan of cat litter will remove musty smells in closets and basements (for those of you who have a basement).
- ◆ Crumpled newspaper will remove musty odors from drawers.
- ◆ Dryer fabric softener sheets will leave a clean, fresh scent in luggage, storage containers, closets and drawers.



Unique County Jobs: Public Health

The job of the Homeless Outreach Case Manager requires individuals to go into the community to connect homeless clients with available services. The Homeless Outreach Case Manager teams up with a Nurse and a Case Aide to frequent shelters such as the Phoenix Rescue Mission and Church On the Street Mens' Shelter, as well as other areas where homeless people gather together.

The team provides clients with basic needs, such as medical care and clothing. They spend most of the day in the field trying to assist clients in engaging in social services such as AHCCCS, benefits, housing, and basic needs. They encounter clients who require medical care and need to be taken to the emergency room as well as clients in crisis who must be connected with a psychiatric urgent care facility. Due to the high number of

substance abuse as well as mental illness in the homeless population, they encounter clients who are in "crisis" or need to receive substance abuse services.

These kinds of jobs require the ability to feel comfortable working with mentally ill clients, substance abusers, unclean conditions and many different personalities.



Business Trends

- By 2010, the declining birth rate, retiring baby boomers, and expected business growth will result in more jobs than there will be workers. The Bureau of Labor Statistics estimates the civilian labor force will increase by 17 million, reaching 158 million in 2010 while the number of jobs will reach 168 million.

- By 2010, more than half of American workers will telework at least two days a week outside the office. Currently, 28 million people telework under formal company policies, a leap from 4 million in 1990. Although more workers are teleworking, predictions that the workforce would be dispersed and offices would shut down have not materialized.

- The number of women earning

four-year college degrees jumped 44% from 444,000 to 640,000 between 1979 and 1999 while the number of men receiving four-year degrees declined during the same period.



- More women will move into management and executive ranks while more men will move into "women's jobs" such as nursing and teaching. The result will be the blurring of the line between what is

considered men's and women's work.

- The need for savvy, well-trained workers in jobs such as information technology and global-energy and electrical-utility industries will increase. Global competition will result in shortages of managers, engineers, technicians, skilled craftspeople, and front-line workers, most requiring a college degree or technical education.

- An AARP study of 1,500 workers, aged 45 to 74, found 69% of those surveyed plan to work in some capacity during their retirement years. Not only will they work for the money but also for intangible benefits such as enjoyment and a sense of purpose.

EAGLE Project Update

By Gwynn Simpson

The Eagle Project is moving along and I am proud to say that the Project Manager, Danice Bunjevic, is doing an excellent job of keeping all of us focused. This week we tackled the difficult issue of Position Control. PeopleSoft and Cyber brought in their experts to explain the differences between Full Position Control and Partial Position Control. It is important for both OMB and HR to know at any given time how many budgeted positions we have throughout the County and how many staff we have occupying those positions. Having this information available is the core purpose of position control. Our next step is to more closely examine how we implement the process of Position



Control. This means making a decision on how the process is configured in the new HRIS System.

At the same time, we are busy setting up some of the data tables that will house employee and payroll information. We have completed much of the Fit Gap Analysis needed to understand how these tables should be populated and the kinds of information we will be able to glean from them.

These are exciting times and yet the staff dedicated to the project are working beyond normal hours to maintain the aggressive schedule. We are thankful for the dedication of all the employees working on the Eagle Project have displayed.

The more education people have the less likely they are to develop Alzheimer's systems of dementia, according to a study published in the journal *Neurology*.

Source: *National Public Radio*



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